

# STATE PROPERTIES REVIEW BOARD

## Minutes of Meeting Held On March 5, 2012 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on March 5, 2012 in the State Office Building.

**Members Present:** Bennett Millstein, Vice Chairman  
Bruce Josephy, Secretary  
Mark A. Norman  
John P. Valengavich  
Pasquale A. Pepe

**Members Absent:** Edwin S. Greenberg, Chairman

**Staff Present:** Brian A. Dillon, Director  
Mary Goodhouse, Real Estate Examiner

Vice Chairman Millstein called the meeting to order.

Mr. Josephy moved and Mr. Norman seconded a motion to enter into Open Session. The motion passed unanimously.

### OPEN SESSION

**ACCEPTANCE OF MINUTES OF FEBRUARY 27, 2012.** Mr. Norman moved and Mr. Valengavich seconded a motion to approve the minutes of February 27, 2012. The motion passed unanimously.

### **REAL ESTATE- UNFINISHED BUSINESS**

Mr. Josephy moved and Mr. Norman seconded a motion to go out of Open Session into Executive Session. The motion passed unanimously.

### EXECUTIVE SESSION

**PRB #** 12-062 **Transaction/Contract Type:** RE / New License Agreement  
**Origin/Client:** DAS/DAS  
**Statutory Disclosure Exemptions:** 4b-23(e); 1-200(6) & 1-210(b)(7)

The Board commenced its discussion of the proposed Agreement at 9:40 a.m. and concluded at 9:49 a.m.

Mr. Josephy moved and Mr. Norman seconded a motion to go out of Executive Session into Open Session. The motion passed unanimously.

### OPEN SESSION

### **REAL ESTATE- NEW BUSINESS**

**PRB #** 12 - 049 **Transaction/Contract Type:** RE / Lease  
**Origin/Client:** DOT / DOT

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting, March 5, 2012

Page 2

**File No.:** AERO-5600-1303  
**Lessee:** Aviation General Partner, Inc. on behalf of, and in its capacity as the general partner of Jazz Aviation, LP  
**Property:** Bradley International Airport (“BIA”), Windsor Locks  
**Project Purpose:** Short Term Air Carrier Lease and Operating Agreement  
**Item Purpose:** Short Term Lease Agreement to provide the 2<sup>nd</sup> Party space at BIA including passenger holding areas, ticket counters, passenger queuing areas, staff offices, baggage areas and operational space in addition to use/access payments for the airline apron area and jet bridge debt.

The Board reviewed the contract referenced above for Jazz Aviation, LP to lease a base of operations to engage in commercial air transportation. The current operating agreement expired June 30, 2011.

The agreement is a month to month term leases that provide for the use of the airfield area, terminal building, and apron areas at Bradley International Airport. Each airline pays its pro-rata share based on landing fees, the apron area leased (gates) and square feet occupied throughout the terminal.

The short-term agreement will stay in place while a long term contract is negotiated. DOT is negotiating long term operating agreements with seven (7) current carriers: Air Canada (Jazz Aviation), American, Delta, Jet Blue, Southwest, United/Continental, and US Airways. The budget established for FY2012 estimates 2.9 million enplaned passengers, and total revenues received from airlines to be \$29.256 million.

Ms. Goodhouse explained that DOT regulations §15-41-45 define the annual operating and capital budgets, according to which annual lease rates and charges are established, based on bond debt payment and airport operating costs (see Section 15-41-45 (i)). The FY2012 rate for terminal space is \$62.97/SF. The jet bridge (apron area) fee is \$820.38/linear foot. The regulations also establish landing fees based a “landing fee coefficient”, frequency factor and weight factor.

The regulations provide a higher rental rate for users (itinerant fees) that do not have an operating agreement in place. Documentation being complete, Ms. Goodhouse recommended Board approval. Since the current operating agreement has expired, it is prudent for the State to have these short-term agreements in place, specifying the Second Party’s demised premises and requirements for insurance, surety, record keeping and indemnification.

**ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**ARCHITECT-ENGINEER – NEW BUSINESS**

**PRB#** 12-054 **Transaction/Contract Type:** “On-Call”  
**Origin/Client:** DCS /DCS **Contract:** OC-DCS-CIV-0022  
**Consultant:** James P. Purcell Associates, Inc.

**Project Purpose:** New On-Call Contract  
**Item Purpose:** To provide DCS with engineering and consulting services for infrastructure projects required for sites, properties, structures and buildings under the care and control of the State of Connecticut.

**PRB#** 12-055 **Transaction/Contract Type:** “On-Call”

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting, March 5, 2012

Page 3

**Origin/Client:** DCS /DCS **Contract:** OC-DCS-CIV-0024  
**Consultant:** Fuss & O'Neill, Inc.

**Project Purpose:** New On-Call Contract  
**Item Purpose:** To provide DCS with engineering and consulting services for infrastructure projects required for sites, properties, structures and buildings under the care and control of the State of Connecticut.

**PRB#** 12-056 **Transaction/Contract Type:** "On-Call"  
**Origin/Client:** DCS /DCS **Contract:** OC-DCS-CIV-0025  
**Consultant:** Tighe & Bond, Inc.

**Project Purpose:** New On-Call Contract  
**Item Purpose:** To provide DCS with engineering and consulting services for infrastructure projects required for sites, properties, structures and buildings under the care and control of the State of Connecticut.

**PRB#** 12-057 **Transaction/Contract Type:** "On-Call"  
**Origin/Client:** DCS /DCS **Contract:** OC-DCS-CIV-0023  
**Consultant:** Milone & MacBroom, Inc.

**Project Purpose:** New On-Call Contract  
**Item Purpose:** To provide DCS with engineering and consulting services for infrastructure projects required for sites, properties, structures and buildings under the care and control of the State of Connecticut.

Mr. Dillon reported that this is the 6<sup>th</sup> series of On-Call Civil-Survey Consulting Contracts awarded by the Department of Construction Services ("DCS") since 2002. The four (4) On-Call Contracts under review have a maximum total cumulative fee of \$300,000 per contract and a common expiration date of 04/30/2014.

Mr. Dillon noted that DCS has made some minor revisions to the boilerplate contract for this series to include the following; state's rights for inspections, state ethics law, updated executive orders, new non-discrimination language and sovereign immunity language. Three of the four (4) selected firms under this current 6<sup>th</sup> series RFP have been previously approved for Civil-Survey Engineering On-Call Contracts. This is the first time that Tighe & Bond Inc. has been awarded a contract under this series. Fuss and O'Neill, Inc. was awarded contracts under the 1<sup>st</sup> and 5<sup>th</sup> Series, Milone & MacBroom, Inc. was awarded contracts on the 1<sup>st</sup> and 2<sup>nd</sup> series and James P. Purcell Associates was awarded contracts on all of the series to date; the 1<sup>st</sup> through the 5<sup>th</sup>.

A Request for Qualifications (RFQ) for the consultant services was released in July 2011 and elicited thirty (30) responses. One of the respondents was considered "unresponsive" and as such twenty-nine submittals were considered for review. Thereafter, the DCS selection panel began the process of evaluating all 29 proposals. The State Selection Panel consisted of 5 members and rated each firm based upon a weighted ranking system. The four top rated firms were selected for this series of on-call civil engineering contracts.

Mr. Dillon recommended approval of the on-call contracts.

## OTHER BUSINESS

The Board took the following votes in Open Session:

**PRB FILE #12-049** - Mr. Pepe moved and Mr. Valengavich seconded a motion to approve PRB File #12- 049. The motion passed unanimously.

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting, March 5, 2012

Page 4

**PRB FILES #12-054 thru #12-057** - Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB Files #12-054, #12-055, #12-056 and #12-057. The motion passed unanimously.

**PRB FILE #12-062**- Mr. Valengavich moved and Mr. Norman seconded a motion to approve PRB File #12-062, previously approved on February 23, 2012, and subsequently revised. The motion passed unanimously. Mr. Valengavich moved and Mr. Norman seconded a motion to authorize Bennett Millstein, Vice Chairman, to act in the Chairman's absence to initial the revisions to Section P of the License Agreement, and re-execute the document. The motion passed unanimously.

The meeting adjourned.

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Bruce Josephy, Secretary